

APPLICATION FORM FOR GRANT 22/23

Please read the policy on pages 1, 2 and 3 **before** filling in the form.

1. Name/Address of Organisation:

Weymouth Foodbank
C/o Weymouth Baptist Church
18 The Esplanade
Weymouth
DT4 8DT

Name of person making the application: ...Jean- Paul Dervley.....

Position in organisation:Chair of Trustees

Contact phone number:provided

Email address:weymouthfb@outlook.com.....

About Your Organisation

2. Does your organisation:

	Yes
Have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals?	X
Have at least three members on its management committee	X
Have a constitution, terms of reference or set of rules (<i>please contact for help with this if needed</i>)	X

3. Are you a registered charity? Yes

If so, please give your charity number: ...1190974

4. Is your organisation part of, or affiliated to, a larger organisation?

If so, which:No.....

5. Aims and objectives of your organisation; What does your organisation do and how does it benefit the residents of Weymouth?

We operate as a Foodbank, providing emergency food to individuals and families in need. We operate from a Warehouse on the Granby Estate and distribute food from 3 locations – Weymouth Baptist Church, St Francis Littlemoor and Westham Methodist church. In 2022, we had 4547 referrals, providing 9066 clients with food that would last them approximately 3 days. This was a 68% increase compared with 2021.

6. Where does your organisation meet? Our Warehouse on the Granby is open on Tuesday and Friday mornings. Our food distribution is made from Westham Methodist on Monday mornings, Weymouth Baptist on Tuesday and Friday mornings and St Francis Littlemoor on Wednesday mornings.....
7. How often do you meet?Every week as detailed in 6 above.
8. How many members does your organisation have? We have approximately 80 volunteers. We have 8 Trustees. We have no paid staff.
9. How many people will benefit from this funding? Approx 400
10. How many of these are Weymouth Town Council area residents? 95%
11. How much funding are you applying for? £3,000
12. What is the total cost of your project? £5,000

NOTE: Weymouth Town Council will only approve allocations up to £5,000 in exceptional circumstances that are clearly detailed in question 15, with regard to the information in Policy point 6.

13. Briefly describe the project or purchase you would like the funding for:

To buy Fresh fruit and Vegetables for a 6 month period from 1 March 2023. This will be distributed at our Foodbank locations to supplement the tins and packets that we distribute.

14. Which of the Council's priorities does the project contribute to?

- Improve the wellbeing of the people of Weymouth.
- Manage the Council's assets and resources responsibly and transparently.
- Manage the Council's services effectively to meet the needs of the communities we serve.
- Work to become greener and cleaner in our activities as well as supporting our communities and partners to be as green as possible.
- Promote opportunities for economic success of the area.
- Strive for continuous improvement and service development.
- Work with partners to deliver our core values and strategy.

15. If your application is for between £3,000 and £5,000 please give full details of the **exceptional circumstances** relating to your request. Please see policy point 6 for examples of what constitutes exceptional circumstances

N/A

16. How will you spend the money you are applying for? Please remember that Weymouth Town Council do not normally give grants for running costs unless associated with a specific project:

Item	Amount
Purchase of fruit and vegetables	£3,000
	£
	£
	£
Total	£3,000

17. How else are you funding your project? Include grants from other organisations, fund raising and existing reserves:

Source	£	Confirmed?
Existing reserves	2,000	Yes
Total	£2,000	

18. How will the funding benefit the community or residents of Weymouth?

We have seen a huge increase in demand for our services. The cost of living crisis is having a huge impact. Many in low paid work are finding they are needing help from us for the first time. The price of fresh fruit and vegetables means that without our help, these would not be accessible to them. The benefits of eating fresh fruit and vegetable are well documented.

19. If your project focusses on a particular area of Weymouth, please give the name of the Councillor who is supporting your application?

N/A – the whole of Weymouth will benefit

20. How do you know that the groups you work with, or the local community, want this project to take place? Please detail any consultation undertaken:

As an ongoing charity, we know what our clients want. To be able to offer cheese, eggs, fruit and vegetables is popular with our clients to supplement the tins and packets that we supply. This has obvious health benefits for them.

21. How will this funding lead to greater self-sufficiency and lessen the need for future applications?

We are self-sufficient. We have very low running costs. Almost all the money we raise is used to buy food and we only buy at a level that our fundraising allows.

22. How is your organisation normally funded? Not applicable to new organisations:

The majority of our funding comes from donations from individuals, community groups and companies. We have also been in receipt of grants from Dorset Council.

23. What are your current/planned subs/fees/charges?

We have no subs, fees or charges. Food is supplied to clients free of charge and given to those in need.

24. Have you applied for any other funds/grants towards the cost of this project or purchase? Please include details below:

No

25. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months, if any?

We have no specific fundraising plans. Our funding comes substantially from regular and one-off donations. Organisations and Companies approach us with requests to put on events or campaigns that benefit us.

26. Anticipated income/expenditure for the next 12 months? Really difficult to estimate as things are changing so quickly. Maybe income and expenditure of around £60,000

27. Details of any grants or financial support received from local authorities including Weymouth Town Council in the past three years with dates:

In 2022 we received grants of £5,000 and £5,500 from Dorset Council – Household Support Fund. We also received £4,000 from Dorset Council – Community and Culture project fund round 4. We have received no grants from Weymouth Town Council.

28. Grants from non-local authority sources in the last three years with dates, if you have any:

No formal grants. Numerous gifts received from companies and community organisations.

29. Has the project that you want the funding for already happened? No (However similar projects have occurred in the past)

30. Will you be passing the funding on to any other groups (except to pay for goods and services)? No

31. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

Yes (name of contact) Not applicable

32. If the funding is for work with vulnerable adults or children, do you have the support of either Adult Social Care or Children's Services at Dorset Council?

Yes (name of contact) Not Applicable (Note vulnerable adults and children will benefit along with us. A number of Adult social care and children's service workers will refer clients to us)

Please give us details of the bank account that the grant should be paid into if approved (this cannot be a building society passbook account):

Name of Account: Provided

Account number: Provided

Sort Code: Provided

Please ensure you have read the policy on pages 1 - 3 before signing the form.

Checklist (please tick the appropriate boxes)

Have you submitted the following?

- X A copy of your most recent accounts (not more than 12 months old);
- X Your most recent bank account statement & details of any other investments/savings (not more than 3 months old);
- X A copy of your constitution / terms of reference / set of rules;
- A copy of the notes from your last Annual General Meeting; (we have no AGM)
- X Details of your organisation's officers;
- X A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- A copy of your adopted equal opportunities policy or statement; N/A – as we do not employ people. I enclose a copy of our diversity and inclusiveness policy
- Any other documentation you feel may help in assessing your application. N/A

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I/We agree that Weymouth Town Council will process and hold personal information about me/us and my/our group or organisation only in relation to this grant application. I/We consent to my/our personal information, including that contained in this form, being stored manually and/or electronically by Weymouth Town Council. It will be held securely and treated confidentially for six years after an application is made. I/We understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that Weymouth Town Council may pass details onto an official organisation where required to do so by law or contract. I/We understand that my/our data will be disposed of securely six years after the application and that I/we have the right to correct the information at any time. I/We have been made aware of my/our rights under GDPR.

Declaration:

I/We declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/We declare that we have read the policy on pages 1 - 3 and that our application complies with the policy.

I/We declare that I/we have included all the requested information.

I/We fully understand that if I/we do not include the requested information and/or if mine/our application does not comply with the policy, the application may be rejected.

I/We fully understand that we will need to attend a Finance and Governance Committee meeting to present our request.

Signed:

Name:Jean- Paul Dervley.....

Date:26 January 2023.....

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Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Policy Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	No (investigate)	
Yes		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Weymouth?
Yes		Does the grant exclude ongoing running costs?
n/a		If the application is for running costs has the applicant included plans for where future running costs will be found from?
Yes		Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Dorset Council's Social Services?
Yes		Is the grant for non-political or non-quasi-political organisations or projects?
Yes		Is the grant application for £5,000 or less?
n/a		For applications in excess of £5,000, has the applicant fully detailed the exceptional circumstances?
Yes		Does the application include the required financial and organisational information?
Yes		Is this the only application in this financial year from this group or organisation?
Yes		Is the applicant based in the Town Council area? If not, has the applicant detailed what proportion of beneficiaries of the grant reside in the area?
Yes		Is the application for future funding? (i.e. not retrospective)
Yes		Is the grant for the sole use of the applying group and not to pass on money?
	No	Has the applicant demonstrated how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications?
n/a		For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer?
n/a		For projects involving vulnerable children or adults, do the organisers have the support of Adult Social Care or Children's Services at Dorset Council?
Yes		Will a representative be attending an F&G meeting?

Assessing officer: Helen Legg

Date of assessment: 03/04/23

Decision (delete as applicable): proceed to committee

Approved as agenda item for the Finance and Governance meeting on: 26/04/23